

CORE USERS - AGENCY



30-Day Checklist

- ☐ Read [deployment communications](#) and work with your Change Network members to distribute internally, as appropriate
- ☐ Review the [cutoff/as-of dates](#) and prepare to stop data entry in PMIS, CIPPS, BES, TAL, or any relevant agency systems
- ☐ Review job aids and course materials on the [Cardinal website](#)
- ☐ Complete all assigned training in [Cardinal Learning](#)